



ROSWELL INFRASTRUCTURE COMMITTEE AGENDA

Monday, January 23, 2017 at 4:00 p.m.
Conference Room at Roswell City Hall
425 N. Richardson, Roswell, N.M. 88201

Committee Chair: Jeanine Best
Committee Vice Chair: Juan Oropesa
Committee Members: Caleb Grant, Savino Sanchez, Jr.
Staff Coordinator: Louis Najar

A. Call to Order

B. Roll Call

C. Approval of the Agenda

D. Approval of Minutes

- | | |
|--------------------------------------|-------|
| 1. December 19, 2016 Meeting Minutes | 1 - 3 |
|--------------------------------------|-------|

E. Non-Action Items

- | | |
|--|-------|
| 2. Discussion of Memorial Lawn Cemetery | 4-9 |
| 3. Discussion of Disposal Process of City Properties | 10-11 |
| 4. Project Dashboard Update | 12-18 |
| 5. Update 36" Water Main Repair | 19 |
| 6. ADA Transition Plan 2017 Update Process | 20-32 |
| 7. Request for Potential Purchase of the Fisk Building | 33-34 |
| 8. RIAC Water Tower Replacement | 35-39 |
| 9. McGaffey – Mill & Fill – Union to Richardson | 40 |
| 10. Del Norte Park To RISD | 41-43 |

F. Regular Items (Action Items)

- | | |
|---|-------|
| 11. Consider award – Rebid ITB-17-007(Re-bid) – 300 gallon Trash Receptacles | 44-47 |
|---|-------|

G. Other Business (Non-Action)

9. Public Comments

H. Adjourn (Next Meeting: Monday, February 20, 2017)

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 16-69.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council. The Council, acting as attendees to an informational presentation, will not be discussing public business and no action will be taken.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Regular Meeting of the Infrastructure Committee
Held in the Conference Room at City Hall
December 19, 2016

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4, NMSA 1978 and Resolution 16-69.

ROLL CALL:

The meeting convened at 4:00 p.m. with Chair Best presiding and Councilors Oropesa, Grant, and Councilor Sanchez being present.

Staff Present:

Kevin Dillon, Art Torrez, Rod Hogan, Ryan Porter, Louis Najar, Bill Morris, Juanita Jennings, Mayor Dennis Kintigh, and Bernadette Lopez.

Guest(s) Present:

Joan Park, Darrel Bethany, Jery Bethany, Larry Connolly, and Curtis Michaels.

APPROVAL OF AGENDA:

Councilor Grant moved to approve the Agenda for the Regular Infrastructure Committee as presented. Councilor Oropesa seconded the motion. A voice vote was unanimous and the motion passed.

APPROVAL OF MINUTES:

1. November 21, 2016 Draft Minutes:

Councilor Grant moved to approve the November 21, 2016 Minutes for the Regular Infrastructure Committee as presented. Councilor Oropesa seconded the motion. A voice vote was unanimous and the motion passed.

NON-ACTION ITEM(S):

2. Discussion of Memory Lawn Cemetery:

Mr. Najar discussed the intent of the letter received from Attorney Marion Craig regarding the Memory Lawn Cemetery. Mr. Najar discussed twelve initial questions from the City in regards to taking over the Memorial Lawn Cemetery. Mr. Bethany and Ms. Parks also voiced their approval for the City to take ownership of the cemetery. The

Infrastructure Committee instructed Mr. Najar to provide more detailed information and place on next month's agenda as an action item.

3. Discussion of City Properties:

Mr. Najar provided the Committee with a copy listing all properties owned by City. Mr. Najar and Mr. Dillon discussed having a process and possible options in which the City can take when considering the sale of City property. Mr. Najar will put this item on next month's Infrastructure Committee Agenda with more information regarding options and costs and put on Finance Committee for February meeting.

4. Project Dashboard Update:

Yucca Recreation Center 15-L-115:

Mr. Dillon provided information on the Aquatic Center received from USA Swim in regards to swimming lanes, both short and long, qualifications.

Cemetery Roads:

Mr. Najar stated he requested a 1000 tons of coal millings from NMDOT. This will be laid down on the cemetery roads with asphalt with a \$50,000 budget.

5. Discussion of property/easements Country Club/N. Main:

Mr. Najar stated that the conduits and wiring are broken and will need to rebuild the traffic signal. Small triangular pieces of property will be required at each corner to adequately construct the new traffic signal. Property owners will be contacted for an easement.

Regular Item(s) (Action Items):

6. Resolution 16-81, Title VI Plan New Mexico Depart. Of Transportation (NMDOT):

Councilor Grant moved to send to full City Council Resolution 16-81 and proposed Title VI Plan to comply with NMDOT requirements. Councilor Oropesa seconded the motion. Mr. Najar requested recommendation of Resolution 16-81 and proposed Title VI Plan to comply with NMDOT requirements. ***A voice vote was unanimous and the motion passed.***

7. Purchase of Dump Truck for Water Maintenance and Transmission:

Councilor Grant moved to send to full City Council on consent Agenda to purchase one dump truck, utilizing State of New Mexico Statewide Price Agreement #70-000-16-0002 for a total cost of \$89,575.00. Councilor Oropesa seconded the motion. Mr. Najar asked for consideration to purchase one dump truck, utilizing State of New Mexico Statewide Price Agreement #70-000-16-0002 from Summit Truck Group in the amount of \$89,575.00. ***A voice vote was unanimous and the motion passed.***

8. Purchase of Backhoe for Water Maintenance and Transmission:

Councilor Grant moved to send to full City Council on consent Agenda to purchase one backhoe, utilizing State of New Mexico Statewide Price Agreement #30-000-13-00054 for a total cost of \$92,230.00. Councilor Oropesa seconded the motion. Mr. Najar asked for consideration to purchase one new backhoe, utilizing State of New Mexico Statewide Price Agreement #30-000-13-00054 from Titan Machinery in the amount of \$92,230.00. ***A voice vote was unanimous and the motion passed.***

OTHER BUSINESS (Non-Action):

Mr. Najar discussed the emergency repair issue that occurred on a water main that runs through the Nancy Lopez Golf Course at Spring River.

9. Public Comments:

Mr. Connolly voiced his appreciation for the big water meters and said to do the same in selling the properties.

ADJOURN:

The meeting adjourned at 5:16 p.m.

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2017 at 4:00 p.m.

ACTION REQUESTED: Discussion of Memory Lawn Cemetery

BACKGROUND: The City has been asked to consider taking over the private cemetery Memory Lawn Cemetery. At the December 19, 2016 Infrastructure Committee the request was submitted and discussed. More information was requested by Committee.

1. Attached is written response from Attorney Craig with regard to follow up information request.
2. Attached is a cost estimate for start up and maintaining cemetery by City staff.
3. The costs do not include administrative time to sort and create file system, data base of cemetery records for access and management.

FINANCIAL CONSIDERATION: None at this time.

LEGAL REVIEW: Not applicable at this time.

**BOARD AND
COMMITTEE ACTION:** Open discussion for future return of this item to this Committee

**STAFF
RECOMMENDATION:** Preliminary recommendation is proceed with caution. Perpetual care costs would be an additional burden to the City budgets.



CITY OF ROSWELL

P.O. BOX 1838 + ROSWELL, NM USA 88202-1838 + TEL: 575.624.6700 + FAX: 575.624.6709 + www.roswell-nm.gov

Marion J. Craig II
PO Box 1436
601 W. 2nd St. Suite B
Roswell, NM 88201

December 28, 2016

Re: Memory Lawn Cemetery

In response to your letter of December 7, 2016, the topic of Memory Lawn was presented to the City's Infrastructure Committee on December 19, 2016. The following questions were presented as well as comment from Darryl Bethany and Joan Park.

1. Legal status of water rights, have they been proven up?
2. Possible loss of water rights with transfer?
3. Status of cemetery records.
4. Survey and layout control accuracy and availability.
5. What level of maintenance care would be anticipated? This would be a perpetual operational cost.
6. Level of maintenance relates to amount of staff and equipment dedicated to this cemetery.
7. Secure building to store equipment.
8. Facility equipment: mower, hand tools, above ground irrigation system.
9. Status of well and pump repairs required.
10. Is annexation required?
11. Will there be a cost related to acquisition of cemetery?
12. Proposed funding stream.

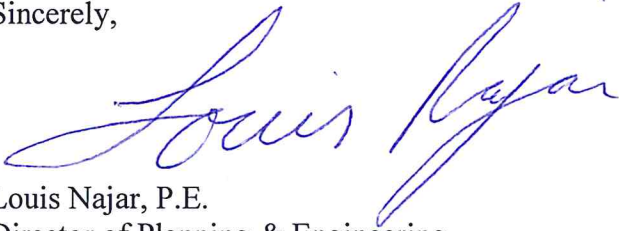
Infrastructure Committee has requested more information in order to continue review of Memory Lawn. As such using the above questions as reference, I am requesting additional information/clarification as follows:

- A. Question 1 – Water rights – What is the current status on the water right leases? Contract terms, length of lease, water right amount being leased?
- B. Question 3 – Status of cemetery records – Where are all the records? Are they all paper or digital? Are all transactions known and records for all transactions? Mention was made of lost records.
- C. Question 4 – Survey/Layout – Is there a plat available from a licensed surveyor? Are there on the ground survey control points?
- D. Question 9 – What is wrong with well and pump? What have been estimated costs to fix?
- E. New Question – Does the cemetery have any outstanding liens? Collectors who would file on any new owners?
- F. New Question – Is there any other that should be disclosed to the City or any potential owner?
- G. New Question – Is there a cemetery policy and rules and regulations?

Please submit written response to these inquiries. The next Infrastructure Committee meeting is January 23, 2017. Any response must be received by January 17, 2017 so agenda and packets can be prepared and printed for Council and posting.

If you have any questions or comments, I may be reached at 575-637-6281

Sincerely,

A handwritten signature in blue ink, reading "Louis Najar". The signature is fluid and cursive, with the first name "Louis" and last name "Najar" clearly distinguishable.

Louis Najar, P.E.
Director of Planning & Engineering

Xc: Infrastructure Committee
Sharon Coll
Bill Morris
Kevin Dillon

**MARION J. CRAIG III
ATTORNEY AT LAW, L.L.C.**

**POST OFFICE BOX 1436
ROSWELL, NM 88202-1436
TELEPHONE: (575) 622-1106
EMAIL: Jimmy@craiglawllc.com**

**MARION J. "JIMMY" CRAIG III
ATTORNEY AT LAW**

**601 W. SECOND STREET, SUITE 8
ROSWELL, NEW MEXICO 88201**

January 5, 2017

Louis Najar, P.E.
Director of Planning and Engineering
City of Roswell
P.O. Box 1838
Roswell, N.M. 88202-1838

Re: Memory Lawn Cemetery

Dear Louis:

This letter is in response to the letter to me of December 28, 2016. I will attempt to answer the seven (7) questions posed, though some of those will have to be referred to others:

A. Question 1 – Water rights – The water rights are not currently leased. Judge Romero gave the Receiver the authority to lease water rights, but no such rights have been leased because of the ongoing discussions regarding transfer of the Cemetery.

B. Question 3 – Status of Cemetery Records – I believe that all of the Cemetery Records that we have been able to marshal are in the custody of the Receiver – Robert B. Corn. Most of these records are paper, though I know at one time there was some effort to digitize some of the records. My belief is that did not get all that far.

You will need to contact Judge Corn to determine exactly what records are available. There are some incomplete records, which resulted from the activities of prior owners. Since the Receiver has taken over the Cemetery he has made a conscientious effort to document all work done, and has made sincere effort to obtain all records available. Those records are in his custody and will be delivered to the City in the event that the City commits to the project.

C. Questions 4 – Survey/Layout – There are plats available and filed in the Plat Records of Chaves County, New Mexico. The following would be a listing of at least some, if not all, of the surveys and plats:

Surveys: Filed Book S2, Page 68; S16, Page 68.

Plats: Filed Book 1, Page 9A; Book F, Page 37; Book B, Page 188; Book C, Page

93; Book B, Page 180; Book C, Page 60; and, Plat for Peaceful Ridge
Subdivision in Book 1, Page 31A.

There are restrictive covenants contained in Book 645, Page 317.

D. Question 9 – Well – I know the well is currently not working, and Judge Corn has contacted a well company to determine the cost of repair. He would have that information.

E. New Question – There are no outstanding liens. The Receiver has kept all taxes current.

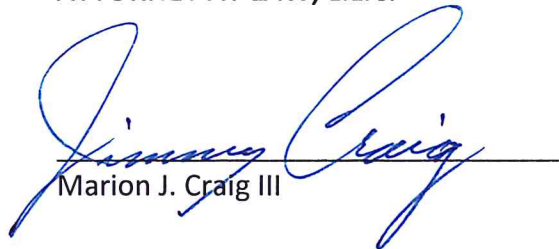
F. Is there any other that should be disclosed to the City or any potential owner? The above is all that I know from our litigation. I would try to answer any other questions posed.

G. The policy and rules and regulations: There are restrictive covenants recited above. There may have been rules and regulations over the years, but those would have been particular as to the owners. Mr. Corn would have copies, if there are any. The primary rule of which I am aware was the rule requiring flat monuments for the ease of maintenance. I believe there is one portion of the Cemetery which was to all standing monuments, but to the best of my knowledge that area has not been used.

If you have additional questions, please let me know.

Sincerely,

MARION J. CRAIG III
ATTORNEY AT LAW, L.L.C.



Marion J. Craig III

XC: Robert Corn



PROJECT ESTIMATE

Project: Memorial Lawn
 Prepared by: Kevin Dillon
 Date: 12/28/2016

| # | Description | Misc Note | Unit | Cost Per | Quantity | Cost |
|----|--------------------------|--|------|---------------|----------|---------------|
| 1 | General Staff | Fully Burdon Annually | Ea | \$ 49,350.00 | 2.00 | \$ 98,700.00 |
| 2 | Supervisor | Fully Burdon Annually | Ea | \$ 56,400.00 | 1.00 | \$ 56,400.00 |
| 3 | Backhoe | | Ea | \$ 95,000.00 | 1.00 | \$ 95,000.00 |
| 4 | 1-Ton Dump Truck | | Ea | \$ 45,000.00 | 1.00 | \$ 45,000.00 |
| 5 | 60 Inch Deck Mower | | Ea | \$ 12,000.00 | 1.00 | \$ 12,000.00 |
| 6 | 2-Line Gas Trimmers | | Ea | \$ 220.00 | 2.00 | \$ 440.00 |
| 7 | Pruning Tools | | Ea | \$ 300.00 | 1.00 | \$ 300.00 |
| 8 | Hand Tamper | | Ea | \$ 50.00 | 3.00 | \$ 150.00 |
| 9 | Shovels & Rakes | | Ea | \$ 20.00 | 8.00 | \$ 160.00 |
| 10 | Irrigation System | Cost is all included per 60' Dia Heads | Ea | \$ 350.00 | 160.00 | \$ 56,000.00 |
| 11 | Electrical | | Ea | \$ 20,000.00 | 1.00 | \$ 20,000.00 |
| 12 | Hydro - Seeding | Pricing per Thousand Square Feet | MSF | \$ 62.00 | 231.60 | \$ 14,359.20 |
| 13 | 6' Chain Link | East, West & North Sides | LF | \$ 45.38 | 1768.00 | \$ 80,231.84 |
| 14 | Front Rod Iron | 6' Decrative Metal Fence | LF | \$ 63.50 | 989.00 | \$ 62,801.50 |
| 15 | Sliding Gates | 6' x 25' at Each Entrance | Ea | \$ 5,500.00 | 3.00 | \$ 16,500.00 |
| 16 | Lowering Device | | Ea | \$ 5,500.00 | 1.00 | \$ 5,500.00 |
| 17 | Columns | | Ea | \$ 1,500.00 | 1.00 | \$ 1,500.00 |
| 18 | Greens | | Ea | \$ 400.00 | 7.00 | \$ 2,800.00 |
| 19 | Canopy | | Ea | \$ 6,000.00 | 1.00 | \$ 6,000.00 |
| 20 | Casket Carrier | | Ea | \$ 2,400.00 | 1.00 | \$ 2,400.00 |
| 21 | Chairs & Covers | | Ea | \$ 340.00 | 1.00 | \$ 340.00 |
| 22 | Stone Lifter | | Ea | \$ 1,400.00 | 1.00 | \$ 1,400.00 |
| 23 | 60' x 45' Metal Building | Equipment Storage & Restrooms | Ea | \$ 300,000.00 | 1.00 | \$ 300,000.00 |
| 24 | | | | | | |
| 25 | | | | | | |
| 26 | | | | | | |
| 27 | | | | | | |
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|--------------|----------------------|
| Sub-Total | \$ 877,982.54 |
| O&P | \$ - |
| A/E Fee | \$ - |
| A/E Reimb | \$ - |
| GRT 7.5% | \$ - |
| Contengency | \$ 26,339.48 |
| TOTAL | \$ 904,322.02 |

| | |
|---------------------------------------|----------------------|
| Total Supplies & Equipment | \$ 749,222.02 |
| Total Fully Burdoned Salaries | \$ 155,100.00 |

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2016 at 4:00 p.m.

ACTION REQUESTED: Discussion of City Properties

BACKGROUND: This committee has requested open discussion of City Properties and possible strategies to sell properties. Discussion should include what type of assessment or process review of properties to be required to identify properties and ranking of disposal priority.

A Public Property Disposition process flow chart is attached for general review and discussion by this committee.

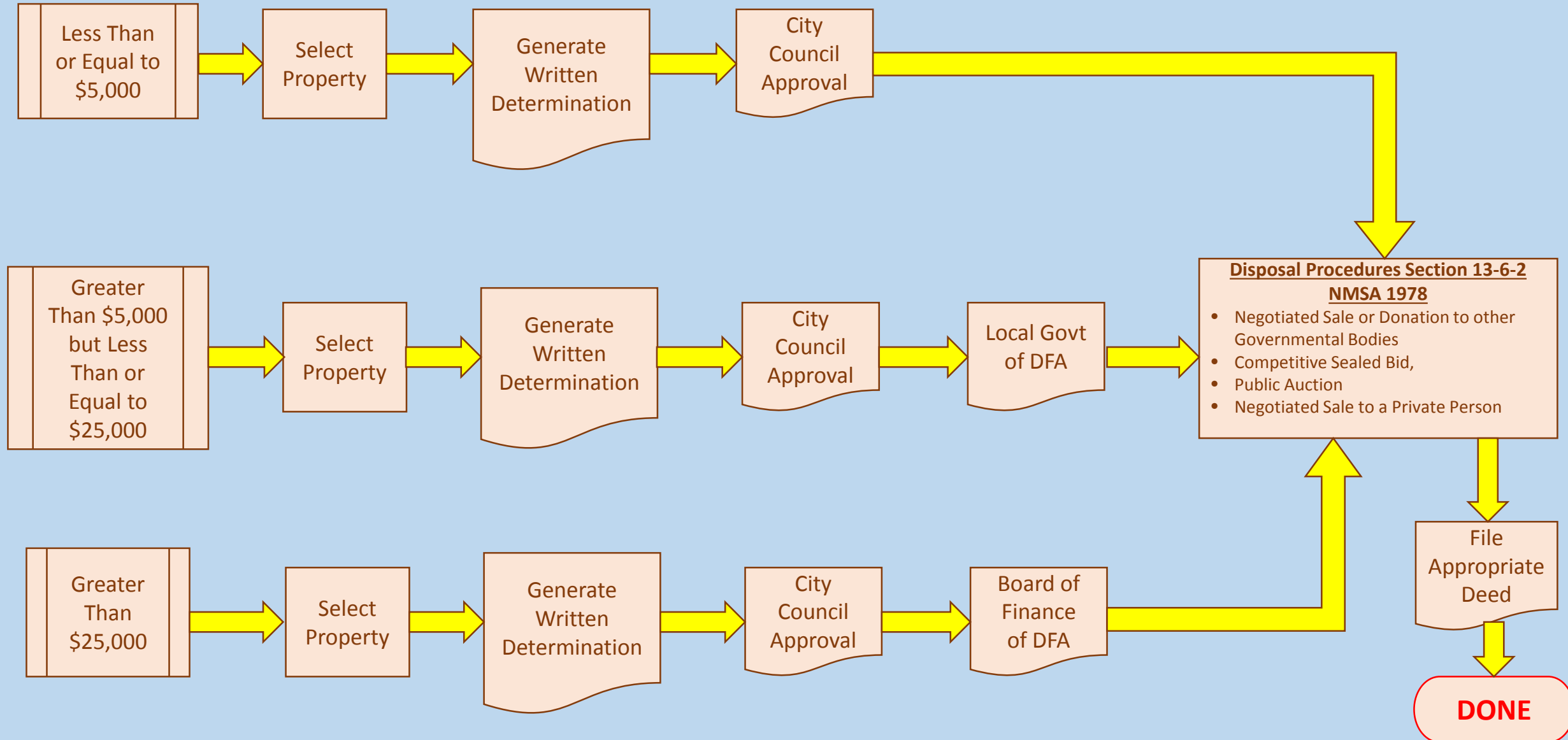
FINANCIAL CONSIDERATION: None at this time.

LEGAL REVIEW: Not applicable at this time.

**BOARD AND
COMMITTEE ACTION:** Open discussion for future return of this item to this Committee

**STAFF
RECOMMENDATION:** None at this time.

Public Property Disposition



CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2016 at 4:00 p.m.

| | |
|---------------------------------------|--|
| ACTION REQUESTED: | Project Dashboard Report, Non Action Item |
| BACKGROUND: | The monthly Project Dashboard is presented for committee's informational update. |
| FINANCIAL CONSIDERATION: | None at this time. |
| LEGAL REVIEW: | None at this time. |
| BOARD OR COMMITTEE ACTION: | Update and discussion for Infrastructure Committee to address. |
| STAFF RECOMMENDATION: | Continue as expeditiously and efficiently as possible on all projects. |



City of Roswell Projects Status
Updated 10/10/2016

Category: Grant and Legislative Projects

East Bland Street Sidewalks 14-C-NR-I-01-G-19:

SCOPE: Plan, design, and construct improvements to East Bland Street from Mesa Middle School west to Garden Ave.

ESTIMATED COST: \$ 580,000

FUNDING SOURCE: 2014 CDBG and City

BUDGET:

| | | |
|----------------------|----|--------------|
| Total Budget: | \$ | 599,746.80 |
| Total Encumbrance: | \$ | (599,746.80) |
| Total Change Orders: | \$ | (8,057.31) |
| Current Balance: | \$ | (8,057.31) |

PROJECT SCHEDULE: October 20, 2014 to October 20, 2016

EST. COMPLETION: June 2016

PROJECT STATUS:

| | |
|----------------|------|
| Admin Phase I | 100% |
| Design | 100% |
| Admin Phase II | 100% |
| Construction | 100% |
| Closeout | 100% |

Work is Complete Currently working on closeout. Photo op was done 6/20/16

Project is COMPLETE

Youth Challenge 12-L-1579:

Project Closed & COMPLETE

Public Restrooms 13-L-1669:

Project was reauthorized as 16-L-A4031. Project 13-L-1669 was CLOSED.

Public Restrooms 16-L-A4031:

SCOPE: Plan, design, and renovate the restroom facility in the Conoco Building.

ESTIMATED COST: \$ 138,442.58

FUNDING SOURCE: Legislative Grant

BUDGET:

| | | |
|----------------------|----|------------|
| Total Budget: | \$ | 138,442.58 |
| Total Encumbrance: | \$ | - |
| Total Change Orders: | \$ | - |
| Current Balance: | \$ | 138,442.58 |

PROJECT SCHEDULE: September 2016 - March 2017

EST. COMPLETION: March 2017

PROJECT STATUS:

| | |
|----------------|------|
| Admin Phase I | 100% |
| Design | 100% |
| Admin Phase II | 50% |
| Construction | 0% |
| Closeout | 0% |

***Ghant Chart Data Sheet*

Received the executed grant agreement 9/7/16. Waiting on revised Quote from contractor.

Eastside Little League Baseball Complex 14-L-1893:

Project Closed & COMPLETE

Joe Bauman Baseball Stadium 14-L-1894:

Project Closed & COMPLETE

Veterans Cemetery 14-L-1896:

Electrical items to be COMPLETED (donated by the Veterans). Grant closeout with the State has begun. **City items were COMPLETED & on time.**

Poe Corn Splash Pad 15-L-1113:

Project is COMPLETE and functioning. Project was open 5/31 as promised.

Splash Pad 15-L-G-0741:

Project is COMPLETE and functioning. Project was open 5/31 as promised.

Poe Corn Recreation Center 15-L-1114:

SCOPE: Plan, design, purchase, install, construct, furnish, and equip improvements to the Poe Corn Rec Center.

ESTIMATED COST: \$ 150,000

FUNDING SOURCE: Capital Outlay

| | | | |
|----------------|----------------------|----|------------|
| BUDGET: | Total Budget: | \$ | 150,000.00 |
| | Total Encumbrance: | \$ | - |
| | Total Change Orders: | \$ | - |
| | Current Balance: | \$ | 150,000.00 |

PROJECT SCHEDULE: September 9, 2014 to June 30, 2018

EST. COMPLETION: Unknown

| | | |
|------------------------|----------------|------|
| PROJECT STATUS: | Admin Phase I | 100% |
| | Design | N/A |
| | Admin Phase II | 20% |
| | Construction | 0% |
| | Closeout | 0% |

Final approvals and reauthorization paperwork has been processed with the State. We are awaiting final grant agreement for signature. Repairing roof, lighting, and other items with these funds. Boys & Girls Club is needing to workout details with DFA & Mr. Hubert Quintana. Had a meeting the week of 12/5 and Arron is working on some of the issues.

Yucca Recreation Center 15-L-1115:

SCOPE: Plan, design, repair, improve, and construct the Yucca Recreation Center.

| | | |
|------------------------|------------|---------------|
| ESTIMATED COST: | \$ 250,000 | \$ 250,000.00 |
|------------------------|------------|---------------|

| | | |
|------------------------|----------------|------------|
| FUNDING SOURCE: | Capital Outlay | City Funds |
|------------------------|----------------|------------|

| | | | |
|----------------|----------------------|----|------------|
| BUDGET: | Total Budget: | \$ | 500,000.00 |
| | Total Encumbrance: | \$ | 489,576.22 |
| | Total Change Orders: | \$ | - |
| | Current Balance: | \$ | 10,423.78 |

PROJECT SCHEDULE: September 9, 2014 to June 30, 2018

EST. COMPLETION: Unknown

| | | |
|------------------------|----------------|------|
| PROJECT STATUS: | Admin Phase I | 100% |
| | Design | 40% |
| | Admin Phase II | 0% |
| | Construction | 0% |
| | Closeout | 0% |

Initial Meeting was held design is progressing. Site Selection Presentation at the 6/27 Workshop. Design Meeting on 8/18/16. Finalizing Schematic design phase. We are moving into the DD phase and will present 3-D renderings of the design. Waiting on final direction regarding the Aquatic portion and final financing of the project.

Cemetery Roads 15-0740:

SCOPE: Plan, design, and construct improvements to the roads within the cemetery.

ESTIMATED COST: \$ 50,000

FUNDING SOURCE: Capital Outlay

| | | | |
|----------------|----------------------|----|-----------|
| BUDGET: | Total Budget: | \$ | 50,000.00 |
| | Total Encumbrance: | \$ | - |
| | Total Change Orders: | \$ | - |
| | Current Balance: | \$ | 50,000.00 |

PROJECT SCHEDULE: November 17, 2015 to June 30, 2019

EST. COMPLETION: Unknown

| | | |
|------------------------|----------------|------|
| PROJECT STATUS: | Admin Phase I | 100% |
| | Design | 70% |
| | Admin Phase II | 0% |
| | Construction | 0% |
| | Closeout | 0% |

Grant agreement has been executed. Currently in design.

Roswell Air Center Repairs A2402

SCOPE: Repair Partial Roof of Dean Baldwin

ESTIMATED COST: \$ 488,822.00

FUNDING SOURCE: DFA Grant Capital Outlay

| | | | |
|----------------|----------------------|----|------------|
| BUDGET: | Total Budget: | \$ | 488,822.00 |
| | Total Encumbrance: | \$ | - |
| | Total Change Orders: | \$ | - |
| | Current Balance: | \$ | 488,822.00 |

PROJECT SCHEDULE: Unknown
EST. COMPLETION: Unknown
PROJECT STATUS: **Currently waiting on an executed grant agreement.**
 Also working on a cost effective solution.

City Hall Annex Roof A2403

SCOPE: Replace the City Hall Annex Roof
ESTIMATED COST: \$ 105,000.00
FUNDING SOURCE: DFA Grant Capital Outlay
BUDGET

| | | |
|----------------------|----|------------|
| Total Budget: | \$ | 105,000.00 |
| Total Encumbrance: | \$ | - |
| Total Change Orders: | \$ | - |
| Current Balance: | \$ | 105,000.00 |

PROJECT SCHEDULE: Unknown
EST. COMPLETION: Unknown
PROJECT STATUS: **Currently waiting on an executed grant agreement.**

Roswell Fire Stations Roofs & Infrastructure A2404

SCOPE: Replace Roofing of Station #1 and Additional Repairs
ESTIMATED COST: \$ 195,000.00
FUNDING SOURCE: DFA Grant Capital Outlay
BUDGET

| | | |
|----------------------|----|------------|
| Total Budget: | \$ | 195,000.00 |
| Total Encumbrance: | \$ | - |
| Total Change Orders: | \$ | - |
| Current Balance: | \$ | 195,000.00 |

PROJECT SCHEDULE: Unknown
EST. COMPLETION: Unknown
PROJECT STATUS: **Currently waiting on an executed grant agreement.**

Cemetery Roads Improvements A2405

SCOPE: Additional Road Repairs
ESTIMATED COST: \$ 150,000.00
FUNDING SOURCE: DFA Grant Capital Outlay
BUDGET

| | | |
|----------------------|----|------------|
| Total Budget: | \$ | 150,000.00 |
| Total Encumbrance: | \$ | - |
| Total Change Orders: | \$ | - |
| Current Balance: | \$ | 150,000.00 |

PROJECT SCHEDULE: Unknown
EST. COMPLETION: Unknown
PROJECT STATUS: **Currently waiting on an executed grant agreement.**

Roswell Roads Improvements A2551

SCOPE: Continue the Improvements to Washington and Union
ESTIMATED COST: \$ 300,000.00
FUNDING SOURCE: DFA Grant Capital Outlay
BUDGET

| | | |
|----------------------|----|------------|
| Total Budget: | \$ | 300,000.00 |
| Total Encumbrance: | \$ | - |
| Total Change Orders: | \$ | - |
| Current Balance: | \$ | 300,000.00 |

PROJECT SCHEDULE: Unknown
EST. COMPLETION: Unknown
PROJECT STATUS: **Currently waiting on an executed grant agreement.**

Category: City Funded Projects

Convention Center Parking Lot:

Ribbon Cutting was 4/12/16 **PROJECT COMPLETE**

Roofing Projects:

SCOPE: Replace and repair various roofs throughout the City.
BUDGET:

| | | | |
|--|----|------------|-------------------------------------|
| Library Roof Replacement | \$ | 380,000.00 | Complete |
| Museum Roof Replacement | \$ | 750,000.00 | 70% Complete |
| Cemetery Storage Building Roof Replacement | \$ | 28,000.00 | PO Issued |
| Transit Center Roof Rehabilitation | \$ | 130,000.00 | Complete |
| Air Center Roofs Replacement and Repair | \$ | 801,917.00 | Bldg #112 & #115 Complete |
| Adult Center Roof Replacement | \$ | 362,898.00 | Start Wk of 12/26 Temp Leak Repairs |

PROJECT COMPLETION:

| | | |
|--|------|----------------------------------|
| Library Roof Replacement | 100% | |
| Museum Roof Replacement | 90% | In progress Ribbon Cutting 10/17 |
| Cemetery Storage Building Roof Replacement | 50% | Waiting on remaining materials. |
| Transit Center Roof Rehabilitation | 100% | Started 4/18/16 |
| Air Center Roofs Replacement and Repair | 66% | Still need #1081 (after Museum) |
| Adult Center Roof Replacement | 20% | Replacement in Progress |

Entryway Signs:

SCOPE: Plan, design, and install 5 entryway signs.

ESTIMATED COST: \$ 600,000

FUNDING SOURCE: Lodger's Tax

| | | | |
|----------------|----------------------|----|------------|
| <u>BUDGET:</u> | Total Budget: | \$ | 600,000.00 |
| | Total Encumbrance: | \$ | 323,864.00 |
| | Total Change Orders: | \$ | (7,959.69) |
| | Current Balance: | \$ | 276,136.00 |

EST. COMPLETION: December 2016

PROJECT COMPLETION: 40%

PO issued 11/30/15. Final designs being considered at 3/3/16 Finance Committee. Design approval at the April 14th council meeting. City has finalized the Change Order and the process has begun. Currently in Fabrication (Production)

Esplanade:

SCOPE: Enhance and beautify Esplanade area at Air Center.

ESTIMATED COST: \$ 275,000

FUNDING SOURCE: City

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|----------------|----------------------|----|------------|
| <u>BUDGET:</u> | Total Budget: | \$ | 275,354.00 |
| | Total Encumbrance: | \$ | 203,400.63 |
| | Total Change Orders: | \$ | - |
| | Current Balance: | \$ | 71,953.37 |

EST. COMPLETION: June 2016

PROJECT COMPLETION: 60%

Irrigation system repair being addressed after snow. Remaining landscaping to be installed. Parks & Recreation Dept to start on remaining landscaping in April. Trees have been ordered.

Zoo Improvements:

PROJECT COMPLETE

Museum Bridge:

SCOPE: Design and construct superstructure for museum pedestrian bridge.

BUDGET: \$ 330,000

FUNDING SOURCE: City

EST. COMPLETION: October 2016

PROJECT COMPLETION: 100%

Railing designs being considered during bridge structure design. Bids open 5/24. Pre-Construction Meeting held 7/12. Construction Started (Removal of deck and initiated surface prep.) Ribbon Cutting 10/17.

PROJECT COMPLETE

Garden Bridge:

SCOPE: Replace bridge on Garden Ave.

BUDGET: \$ 1,500,000

FUNDING SOURCE: City

EST. COMPLETION: October 2016

PROJECT STATUS: 10%

Preliminary survey and site review completed. **Project on Hold Awaiting Funding.**

Street Improvements:

SCOPE: Perform street improvements to various streets throughout Roswell.

BUDGET:

N. Main from Country Club to Berrendo \$ 1,800,000.00

S. Sunset from Hobbs to Poe \$ 1,705,028.00

Union and Washington from Brasher to Jaffa \$ 1,682,000.00

PROJECT COMPLETION:

N. Main from Country Club to Berrendo 100%

S. Sunset from Hobbs to Poe 100%

Union and Washington from Brasher to Jaffa 0%

Country Club/Main Traffic Signal:

SCOPE: Upgrade traffic signals at Country Club and Main.

BUDGET: \$ 675,000
FUNDING SOURCE: City
EST. COMPLETION: July 2016
PROJECT STATUS: 10%

Preliminary survey and site review completed. ON HOLD Funding was Pulled. **Taken of HOLD design complete currently obtaining right of way easement.**

WWTP Headworks:

SCOPE: Replace entrance pumps, repair SCADA system, and other improvements at Wastewater Treatment Plant.

BUDGET: \$ 2,800,000

FUNDING SOURCE: City

EST. COMPLETION: May 2016

PROJECT STATUS: 95%

Project awarded to Bradbury Stamm on 9/14/15. PO issued. Work began late December. Change Order to be issued for additional safety grating

Remote Read Water Meters Audit:

SCOPE: Perform Remote Water Meter Investment Grade Audit (IGA)

BUDGET: \$ -

FUNDING SOURCE: City

EST. COMPLETION: May 2016 (Audit)

PROJECT STATUS: 100%

Investment grade audit underway. Final Report due 7/15/16. Presented at 8/15 Infrastructure 4-0 pass. Presented at 9/1 Finance 3-0 pass. Presented at 9/8 City Council.

PROJET COMPLETE

Remote Read Water Meters:

SCOPE: Upgrade meter reading system.

BUDGET: \$ 19,853,557

FUNDING SOURCE: Joint Utility Revenue Bond Ordinance 16-22

EST. COMPLETION: March 2018

PROJECT STATUS: 5%

12/8/16 City Council approved 8-1 Resolution 16-80 Vendor Selection. City Council approved 9-0 Ordinance 16-22 Joint Water & Sewer Improvement Revenue Bonds and first reading. Currently in contract negotiations.

Land Acquisition:

Funding pulled / Pending Funding Availability

Convention Center

SCOPE: Design Remodel Addition

BUDGET: \$ 400,000

Encumbrance \$ (365,410)

Change Orders \$ -

Remaining Bal \$ 34,590

FUNDING SOURCE: Hotel Convention Center Fee

EST. COMPLETION: February 2017

PROJECT COMPLETION: 30%

PO Issued and Sent 8/15/16. Kick-off meeting 9/14. Design team performed site evaluation 10/5. Presented design at 11/21 Infrastructure

N. Main Project (Berrendo to Pine Lodge)

SCOPE: Mil-Inlay & ADA

BUDGET: \$ 1,900,000

FUNDING SOURCE: \$1,615,000 DOT \$285,000 City

EST. COMPLETION: 7/1/2017

PROJECT COMPLETION: 30%

Open Bids 10/25/16 Awarded at 12/8 City Council Construction Start 1/17

Edgewood Small Diameter Waterline Project

SCOPE: Replacement of small diameter waterlines in the Edgewood Neighborhood.

BUDGET: \$ 1,000,000

FUNDING SOURCE: 2016 City Budget

EST. COMPLETION: 10/1/2017

PROJECT COMPLETION: 10%

Design with HDR at 30%. Survey complete.

48" Waterline Project

SCOPE: Replace 4,500' of 48" Waterline on Countryclub Rd.
BUDGET: \$ 3,000,000
FUNDING SOURCE: EPA Water Loan (75% forgiveness) 2016 City Budget
EST. COMPLETION: 10/1/2017
PROJECT COMPLETION: 20%
Open Bids 11/22/2016 construction to start 1/2017. Contractor Selected.

North Union - 2nd to 8th

SCOPE: Pavement Rehab & ADA
BUDGET: \$ 1,500,000
FUNDING SOURCE: \$325,000 M.A.P. Funding & 2016 City Budget
EST. COMPLETION: Summer 2017
PROJECT COMPLETION: 5%
Design at 50% goes to bid Spring 2017.

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2016 at 4:00 p.m.

| | |
|-----------------------------------|---|
| ACTION REQUESTED: | Update 36" Water Main Repair at Golf Course |
| BACKGROUND: | <p>A 36" water main is need of repair. This section of 36" water main has a pressure reducing valve which failed to close. Emergency procurement process has begun and a contractor J&H Services has been selected to do the repair. J&H is the only contractor in the state that can do line stops for a large diameter utility main.</p> <p>Repair will require 2 -36" line stops, new 36" butterfly valve, new pressure reducing valve, a section of new 36" water main and associated work. Cost will be approximately \$283,050.73. Please note that on December 30, 2016, J&H Services was able to reduce significantly the amount of water going through the leaking pressure reducing valve.</p> <p>Parts have been ordered and work is estimated to start in January 23, 2017. Work will take up to 30 days.</p> |
| FINANCIAL CONSIDERATION: | A PO for \$283,050.73 has been requested for J&H Services. This is through Water Maintenance and Transmission current FY 2017 budget. |
| LEGAL REVIEW: | None at this time. |
| BOARD OR COMMITTEE ACTION: | Update and discussion for Infrastructure Committee. |
| STAFF RECOMMENDATION: | Continue as expeditiously and efficiently as possible on repair. |

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2016 at 4:00 p.m.

| | |
|---------------------------------------|--|
| ACTION REQUESTED: | ADA (Americans With Disabilities Act) Transition Plan |
| BACKGROUND: | <p>The ADA Act of is Federal Civil Rights Legislation. Part of the compliance requires an active ADA Transition Plan. This is part of the oversight performed by NMDOT (New Mexico Department of Transportation). The NMDOT has instructed all funded entities to have a current update by December 2017. Update must meet current requirements.</p> <p>The City has had an ADA Transition Plan since January 2009, with the last update of July 2011. See attached plan.</p> <p>The City submitted to NMDOT a timetable in which the City will proceed with the update. Ryan Porter, P.E., City Engineering Department has been tasked with updating plan. Along with Infrastructure Committee review, Engineering Department will have a future public hearing to allow citizen input. As one reviews the current Plan, this will be an ongoing process due primarily to economic factors.</p> |
| FINANCIAL CONSIDERATION: | None at this time. |
| LEGAL REVIEW: | None at this time. |
| BOARD OR COMMITTEE ACTION: | Update and discussion for Infrastructure Committee to address. |
| STAFF RECOMMENDATION: | Continue as expeditiously and efficiently as possible on ADA Transition Plan. |

City of Roswell ADA Transition Plan Update 2017

Milestones

| Milestone | Task |
|-----------------------------|--|
| November 2016 | Submit Milestone Schedule |
| December 2016-December 2017 | Continuously update Recent/Pending Project Section of Existing 2011 ADA Transition Plan to show recent upgrades and future planned projects. |
| January 2017 | Research ADA Transition Plan Updates from other communities and determine which concepts are relevant to the City of Roswell Plan |
| February 2017 | Draft Grievance Procedure for City Departments to review |
| June 2017 | Update of Self-Evaluation |
| July 2017 | Milestone Report – written follow up on status of milestones |
| November 2017 | Identify the official responsible for implementation of the plan. Inform others with authority about the update. |
| December 2017 | Submit ADA Transition Plan Update. Submit ADA Grievance Procedure. |

CITY OF ROSWELL



AMERICANS WITH DISABILITIES ACT (ADA)

TRANSITION PLAN For SIDEWALKS, ROADWAYS, AND ACCESSIBILITY

January 2009
September 2009 (updated)
October 2010 (updated)
January 2011 (updated)
July 2011 (updated)

City of Roswell
NMDOT District 2
Chaves County
425 N. Richardson Ave.
Roswell, NM 88201

City of Roswell City Council

ADA Transition Plan Adopted: (Pending)

MAYOR: Del Journey

CITY MANAGER: Larry Fry

ADA COORDINATOR:

David M. Storey, P.E.
425 N. Richardson Ave.
Roswell, NM 88201
575-637-6282
Email: dstorey@cableone.net

This information is (will be) available on the City of Roswell's Web Site,
www/roswell-nm.gov. (pending)

The purpose of this Transition Plan is for the City of Roswell to have a plan as to how Americans with Disabilities Act (ADA) issues are currently being addressed and how they will be addressed in the future. This plan takes into account areas of new construction and reconstruction, by the City of Roswell as well as by private contractors doing business for the City of Roswell and as independents for themselves or other developers.

I. Background

The American with Disabilities Act (ADA) of 1990 is a Federal Civil Rights Legislation which mandates non-discrimination to persons with disabilities. The ADA, Title II prohibits discrimination by public entities on the basis of disability. Therefore, it is important that the City of Roswell and the community comply with all applicable laws and regulations, including those protecting persons with disabilities.

In order to accomplish this, the City of Roswell developed a Transition Plan by conducting a self-evaluation of the accessibility by persons with disabilities on City facilities; identifying issues of accessibility that need to be addressed; upgrading its program for improvement of those facilities and comply with ADA mandated standards. The City will progressively remove physical barriers to accessibility when facilities cannot ensure access to persons with disabilities.

Realizing that geometric, infrastructure and structural changes will take time and money to upgrade the existing facilities, the City's Transition Plan includes provisions to include specifications on all upcoming design projects, to comply with ADA requirements.

The ADA regulations further require the Transition Plan to contain the following elements:

A list of physical barriers in the public entity's facilities that limit accessibility of its programs, services, or activities to individuals with disabilities;

A detail description of the methods to be utilized to remove these barriers and make the facilities accessible;

The Schedule for taking the necessary steps to achieve compliance with Title II;

The name of the official responsible for the plan's implementation;

A schedule for providing ADA compliance pedestrian facilities, where pedestrian walkways cross the streets.

The City of Roswell currently has standards that conform to ADA laws. These standards and details are published under the City of Roswell's "Public Works Specification", Ordinance Number 05-01, February 25, 2005.

II. ADA Program

A. Responsible Official

A Disability Program Coordinator, David M. Storey, P.E., has been designated by the City of Roswell as the person responsible for the development and implementation of the City of Roswell's ADA Transition Plan.

B. Internal Review

In January of 2009, the City began developing a "Transition Plan." The City acknowledged the need for such a plan and the need to upgrade and implement ADA regulations throughout the City, beyond the current practices. The Mayor developed an ad-hoc Committee to discuss ADA and sidewalk issues. This Committee consisted of a City Councilor, City Staff, and members of the local community. The Committee realized what a daunting task was involved in not only identifying areas needing improvement but also the enormous cost involved to undertake such a task. City Staff agreed to continue looking into ways to address the "problems."

C. Self-Evaluation

As required by ADA legislation, the City of Roswell conducted a preliminary self-evaluation survey of all facilities within its jurisdiction. The City has approximately three hundred (300) miles of roadway. Of that, approximately 15% or forty-five (45) miles do not have curb and gutter, which suffices to say, there are no curb ramps or sidewalks along these roadways. A rough estimate to build these facilities is approximately thirty-two (\$32,000,000) million dollars.

Up until the early 1970's, sidewalks were not "required" as part of residential development. Therefore, approximately 40-50% of the existing roads with curb and gutter, do not have curb ramps or sidewalks. Although, the cost would be enormous, The cost estimate to build sidewalks and ADA drive pads has not been estimated.

The City identified approximately 1,520 intersection located within the City Limits. Multiplying by four (4) gives a rough estimate of 6,072 corners needing curb ramps and other facilities. Reducing this number for "T" intersections as well as new subdivisions and other recent improvements, a viable number of "corners" needing improvements is estimated at five (5,000) thousand. This number will be accurately

identified with the final survey and plan. Based on recent projects, the cost to rebuild one (1) corner is approximately ten-thousand (\$10,000) dollars. Obviously, each corner would be different. This results in a preliminary estimate to rebuild five thousand (5,000) corners at a cost of fifty million (\$50,000,000) dollars.

As part of this transition plan, the City has begun working on identifying all intersection corners, their status, and the improvements required for ADA accessibility. The City assumes this will take quite some time as the City's Engineering Dept. will be responsible for this work, as well as their normal job requirements.

The City has eight (8) signalized intersections within the City's jurisdiction. The remaining signalized intersections within the City Limits are along State Highways. Six (6) of these "City" intersections have been recently updated with new software and hardware. All signalized intersections will be surveyed with recommendations to correct any deficiencies.

III. Transition Plan

A. Prioritization

The City of Roswell has the responsibility of identifying barriers and implementing a corrective program. During the 2009 "Committee" meetings, it was determined to begin modifications and improvements to the corners located within the C-3 Central Business District. This C-3 District is downtown. Those intersections and corresponding corners were identified and prioritized by the City Engineer.

The City of Roswell has limited funding options and opted to apply to the NMDOT for funding assistance with the Cooperative Agreement funding. (See section X on Recent and/or Pending Projects)

The City has set up the following prioritization criteria as follows,

- 1) **"High"** priority areas will include downtown areas which tend to have the highest pedestrian population as well as vehicle counts. The downtown area includes the City's Library, City Hall, U.S. Post Office, Federal Building as well as other government buildings. Additionally, areas of assisted living, housing for the disabled, routes to transit stops, disability routes, etc. will be considered in this category. Citizen requests and/or complaints will also be included.
- 2) **"Medium"** priority areas will include commercial and public areas, including schools, parks, and areas of public gatherings.
- 3) **"Low"** priority areas include transitioning outward from the downtown area to include residential and other areas. Group homes, retirement facilities, etc. will also be considered. The majority of these types of facilities are located within residential neighborhoods.

Where structural modifications are necessary to achieve program accessibility – as in the addition of curb ramps – the DOJ regulation requires State and local governments that employ 50 or more staff members to develop a transition plan that provides for the removal of the barriers at issue. With respect to pedestrian facilities, the DOJ regulation imposes a specific construction requirement. This requirement directs each jurisdiction to include in its transition plan a schedule for providing curb ramps where pedestrian walkways cross curbs and specifies a priority for locating them at:

State and local government offices and facilities;
Transportation;
places of public accommodation (private sector facilities covered by title III);
places of employment; and
other locations (for instance, along routes used by residents with disabilities).

B. Facility Classification

Access to and utilization of the City facilities by individuals with disabilities is frequently compromised by barriers described below. Barrier descriptions are not necessarily complete, but they represent the type of barriers identified by the City during our site survey.

In general, the City's roadway provides traveling routes in which local and the traveling public visit public buildings and other services. Sidewalks are the pedestrian travel way, and are frequently obstructed by protruding barriers. Therefore, pedestrian destination from transportation facilities is interrupted, and sometimes it is not accessible. Handicap ramps are absent or do not meet the current requirements. The following facility classification was notorious during the City's preliminary field survey,

1. Public parking facilities and street parking lack accessible areas where a disabled person can merge into and out of the pedestrian facilities. Signage is missing or non-existing.
2. Stairs and handrails do not meet the shape and height requirements. Visual warnings are not provided at tread nosing.
3. Fire hydrants, utility poles, street signs, landscaping, and other obstructions are often located within the sidewalk boundaries make these facilities noncompliant.
4. Wide streets were also constructed in some areas of the city. These wide streets are typically Collector and Arterial roadways. Street Median Refuge and/or Pedestrian Crossing Refuge Islands are sporadic and may be required; this may be determined as deemed necessary in the future. As per the Americans with Disabilities Act Title II Guidelines for transition plans, section 2.3.1.

C. Inventory

Table 1, depicts the City's facilities found during the "preliminary" survey within the Roswell City limits. Signalized intersections will be surveyed to determine the need for hardware and accessibility issues.

| Route No. | Municipality | Number of Intersections | Number of Existing Ramps | Ramps Needed |
|-----------|--------------|-------------------------|--------------------------|--------------|
| Varies | Roswell | 6,072 | 1,072 | 5,000 |
| | | | | |
| Signals | Roswell | 8 | 32 | 8 |
| | | | | |
| | | | | |

D. Targeted Barrier Removal Projects

Upon funding availability, the City of Roswell will implement a barrier removal program within the City's jurisdiction. Cooperative Agreement projects with the NMDOT will continue to be pursued. In addition, new residential and commercial development will be required to further enhance pedestrian facilities as development occurs. (See Section IX)

The City of Roswell's ADA Coordinator in coordination with City's Engineering and Planning and Zoning Departments is responsible for the City's Transition Plan within the City of Roswell Right-of-Way. Most of the problems within the Right-of-Way concern physical barriers that cannot be addressed through other options such as Policy Changes or alternative methods. Therefore, the Public Right-of-Way can only be made accessible via a realistic and fundable strategy for Curb and Gutter Modifications, Wheelchair Ramp construction and some sidewalk modifications.

IV. Strategy

The following strategy is recommended to assist the City in meeting ADA requirements,

A. Handicap Ramps

The City contracts for upgrading of existing ramps as funding is available. This is typically done with a Contract Bidding Process, and the City's Annual Maintenance Contract, relying on negotiated Price Agreement Projects. (See sections IX and X)

B. Local Governments

The City of Roswell works with the NMDOT on all Cooperative Agreement projects to assure compliance with all ADA requirements.

C. Utilities

Whenever a utility relocation, construction or alteration occurs within the Public Right-of-Way, the City will ensure that ADA requirements are implemented.

D. Transit

Transit Stops are regulated by the City and steps and remediations will be identified and to ensure that the public stops are accessible.

V. Funding

The City will strategically commit, upon fund availability, funding for City maintenance projects from its annual budget, towards ADA compliance projects. In addition, developer impacts on the Public's Right-of-Way will be required to further enhance pedestrian facilities. To date, it is unknown the amount of money that the City has invested into ADA Compliance.

VI. City Jurisdiction

The City of Roswell is independent and has its own budget. The City Engineer, under the direction of the City Council, will determine the financial considerations and will be subject to ADA regulations.

VII. Jurisdictional Areas:

The City of Roswell is responsible for the areas within the City Proper with the following exceptions:

- 1) West Second Street – US 70-380.
- 2) East Second Street – US 380.
- 3) South Main Street – FL 4685 (US 285)
- 4) South East Main Street – FL 4685 (US 285)
- 5) North Main Street – FL 4685 (US 70-285)

These roadways are located within the State's Right-Of-Way and under the jurisdiction of the New Mexico Department of Transportation.

VIII. Existing Codes and Ordinances

The following are existing City Codes and Ordinances that address sidewalk and ADA issues.

Roswell City Code, 1999 Edition and as modified with the July 2000 supplement.
Chapter 22 – Streets and Sidewalks. More specifically;

- 1) Section 22-1 (b). “The City reserves the right to remove from a street, sidewalk or right of way any object that obstructs the free flow of pedestrian or vehicular traffic thereon. This includes but is not limited to obstructions impairing the line of sight, trees, signs, walls, shrubs and vehicles.”
- 2) Section 22-15. Applicability to sidewalks.
“Sidewalks on public property shall be governed by the provisions of this article. Sidewalks on private property shall be subject to the Uniform Building Code as adopted by the city. The foregoing notwithstanding, construction of sidewalks having a value, including the cost of materials and labor, of four hundred dollars (\$400.00) or less are expressly exempted from the bond and permit requirement of this article.
Maintenance of all sidewalks shall be the responsibility of the person owning property which abuts such sidewalks; the city shall not be responsible for such maintenance.”

City of Roswell, Subdivision Ordinance, August 1, 1999.

Article 5: General Provisions, Section 7. Sidewalks

- A. Required Improvements:
 1. Sidewalks shall be included with the dedicated non-pavement right-of-way of all streets, and shall be installed prior to occupancy of the lot of which the sidewalk serves.
 2. Concrete sidewalks shall be placed either flush with the curb or at the property line in accordance with the City of Roswell Public Works Specifications.
 3. In dedicated pedestrian access ways, sidewalks shall be constructed in order to facilitate pedestrian access from the road to schools, parks, playgrounds, or other nearby roads. Such sidewalks shall be constructed by the developer at the time of street construction.

City of Roswell, Public Works Specifications. Ordinance Number 05-01, February 25, 2005.

Article IV: Standard Specifications for Sidewalk, Fillet and Drivepad Construction,
Section 2. Policies Regarding Sidewalk and Drivepad Construction.

1. General
“This section shall deal with the placement, replacement and/or removal of sidewalks, fillets, and drivepads within the public rights of way of the City of Roswell. Subgrade preparation, placement of sidewalk, fillets and drivepads, location of sidewalks, fillets, and drivepads, and grades for sidewalks, fillets and drivepads shall be as defined below. Compliance with Article I – Policies and Specifications of these specifications is mandatory. All construction shall meet American Disabilities Act (ADA) requirements.”

The remaining portions of Article IV deals with sidewalk locations, widths, thicknesses, grades, obstructions and typical details of construction. Copies of the Public Works Specifications are available in the City's Planning and Zoning Department and Engineering Department. Copies are available at 415 N. Richardson Avenue.

IX. Existing Policies and Practices:

New Roadway Construction: All new construction and reconstruction dealing with streets and roadways are rebuilt to ADA standards. This includes sidewalks, driveways, and accessibility ramps. In addition, if a signalized intersection is upgraded, new pedestrian push-buttons and pedestrian count down assemblies are installed. These changes are incorporated into the plans and specifications for each project. (See Recent and/or Pending Projects section)

New Residential and Commercial Construction: The City requires the developer of any new commercial development to build sidewalks, driveways, etc. to meet or exceed our ADA standards. These improvements are required as part of the design plans submitted to obtain a Building Permit. The City's Building Inspector oversees this work.

The City requires the developer of new residential subdivisions to install sidewalks along "side lots" abutting Major Collectors and Minor Arterial streets. The individual lot owner is responsible for the sidewalk in the front of the house on all streets and along the side of the lot on residential streets. The City's Building Inspector and Engineering Dept. oversee this work.

Maintenance Practices: If during the course of water main, sewer main or other maintenance requires the removal of sidewalks, fillets, etc., these areas are rebuilt to meet ADA standards.

Citizen Participation: If a property owner installs or repairs their abutting sidewalk on a corner lot, the City will pay for and rebuild the sidewalks, ramps, and fillets on the street approach as needed to meet ADA standards.

Sidewalk Grinding Program: In January 2011, the City began a sidewalk "grinding" program to grind down any sidewalks with a raised section. The work began adjacent to all City owned facilities and will expand outward thru the downtown commercial district and eventually thru residential areas.

X. Recent and/or Pending Projects:

- 1) South Main Street and Poe Street intersection traffic signal and ADA improvements project. Cooperative Agreement with the NMDOT, Project No. SP-2-09(975), Control No. HW2M00025, ITB-09-123. Project was completed in November of 2009. Four corners and two medians were reconstructed to meet current ADA requirements.
- 2) 2009/2010 CO-OP project for the reconstruction of ADA access ramps and approaches to various intersections located within the downtown Central Business District (CBC). NMDOT Cooperative Agreement, Project No. SP-2-10(924), Control Number HW2M2000194. Cost was \$126,471 without taxes. Ten (10) corners were improved. This project was completed in September of 2010.
- 3) 2010/2011 CO-OP project (Phase 2) for the reconstruction of ADA access ramps and approaches to various intersections located within the downtown Central Business District. NMDOT Cooperative Agreement, Project No. SP-2-11(970), Control Number HW2M2000289. This project rebuilt six (6) corners at a cost of \$105,160.00. (Without gross receipts tax). This project was completed in November of 2011.
- 4) January 2011. The south east and north east corner of Sixth and Virginia as well as the south west corner of Seventh and Virginia were rebuilt in conjunction with the developer of this property.
- 5) August 2011. The City has received Cooperative Agreement funding in the amount of \$53,083 for a project on South Garden Avenue (Major Collector) and East Second Street (US 380). The project includes ADA sidewalks, drive pads, three (3) intersection corners, etc. This section of South Garden Avenue has limited sidewalks, high pedestrian use, and most recently was the scene of a pedestrian fatality. The preliminary estimate for the project is \$100,015. This project should go to bid letting in the fall of 2011.

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2017 at 4:00 p.m.

| | |
|---------------------------------------|---|
| ACTION REQUESTED: | Discussion of Proposal to Purchase the Fisk Building. |
| BACKGROUND: | <p>There has been a letter of interest concerning purchasing the Fisk Building located at the SE corner of 4th Street and N. Main Street submitted to the City. This interested party has indicated a desire to buy the building and set up a food-oriented business on the lower level that fronts onto N. Main Street.</p> <p>The sale of this property will involve declaring the site as surplus and obtaining State approval. In addition, the Hispano Chamber, Teen Court, and the DWI program may be affected by this sale.</p> |
| FINANCIAL CONSIDERATION: | The sale of the site would generate funds for the General Fund, and make this site subject to property taxes. |
| LEGAL REVIEW: | None at this time. |
| BOARD OR COMMITTEE ACTION: | Update and discussion for Infrastructure Committee. |
| STAFF RECOMMENDATION: | Proceed with a process to sell the Fisk Building. |

Fisk Building

4136061038423000000

4th Street

Main Street

4136061024449000000

4136061026454000000

12

4136061027460000000

4136061043455000000

4136061053451000000

4136061053459000000

4136061024449000000 (Parcel Boundary)

Results



Owner Information

ROSWELL, CITY OF

PO BOX 1838

ROSWELL, NM 882021838

UPC: 4136061024449000000

Account Number: R040165



Site Information

327 N MAIN ST

ROSWELL

88201

Legal Description: Subd: ORIGINAL ROSWELL Block: 12
Lot: 14 W 150' N 25' S: 33 T: 10S R: 24E BK 710 PG 271
QCD



Links

[Assessor Property Information](#)

[Treasurer Property Information](#)

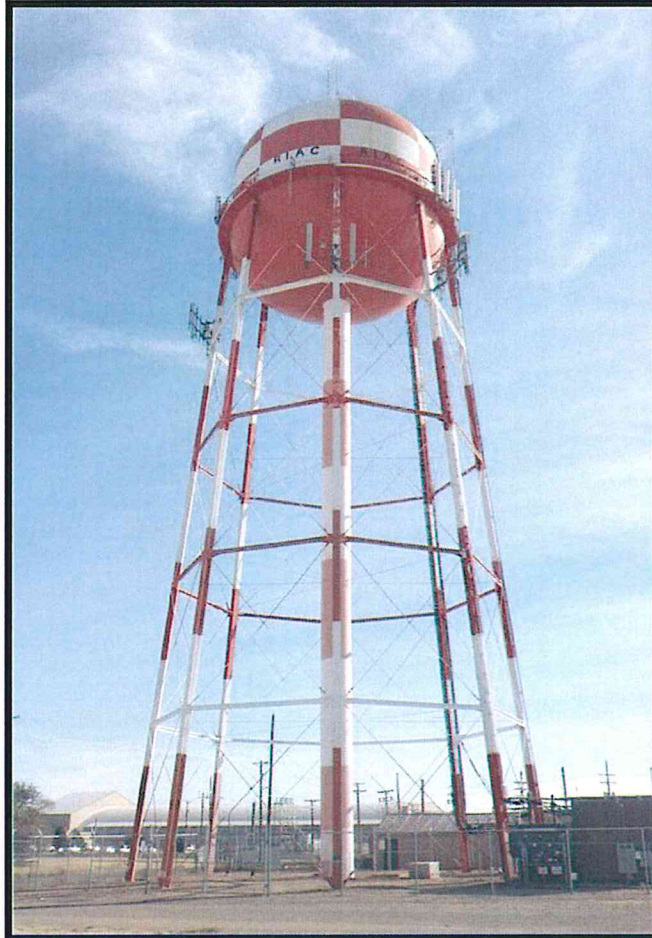


209 thru 215

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2016 at 4:00 p.m.

| | |
|---------------------------------------|---|
| ACTION REQUESTED: | Discussion of RIAC Water Tower Tank Replacement |
| BACKGROUND: | <p>The Roswell Industrial Air Center (RIAC) water tower tank was built in 1943, (pre UFO Crash). An inspection report presented in October 2016 indicates it's time to program replacement. This is no surprise due to age. Additionally the Water System Master Plan Report of October 2012 recommended a 2 million gallon reservoir capacity needed for RIAC.</p> <p>City Engineering & Public Works are proposing 2 – 1 million gallon reservoirs be built at RIAC. This would provide needed reservoir capacity and also redundancy protection if one fails. The geometry proposed is also the slimmer taller ground reservoirs versus elevated tanks or the shorter round reservoirs. This would also assist with the transition of communications use by current water tower.</p> <p>Estimated cost is \$4 to 5 million dollars for 2 reservoirs and connection to existing water system. City Engineer has already initiated an application for an EPA Drinking Water Revolving Loan and striving for 75% forgiveness on a \$4 million loan. Design will proceed through procurement of consultant in the near future.</p> |
| FINANCIAL CONSIDERATION: | None at this time. |
| LEGAL REVIEW: | None at this time. |
| BOARD OR COMMITTEE ACTION: | Update and discussion for Infrastructure Committee. |
| STAFF RECOMMENDATION: | Continue as expeditiously and efficiently as possible on design, funding and construction of reservoirs. |

TANK INDUSTRY CONSULTANTS



**EVALUATION OF THE
500,000 GALLON STEEL ELEVATED WATER TANK
“RIAC TANK”
ROSWELL, NEW MEXICO
FOR
CITY OF ROSWELL
ROSWELL, NEW MEXICO**

October 31, 2016

16.077.S1628.003

CITY OF ROSWELL



FINAL
WATER SYSTEM MASTER PLAN REPORT

October 2012



Table 8-2. Fire Flow Analysis Results (Future System)

| Land Use Classification | Total No. of Hydrants | Passed | Failed | % of Total Failed |
|---------------------------|-----------------------|--------------|------------|-------------------|
| Single Family Residential | 963 | 903 | 60 | 6% |
| Multi-Family Residential | 385 | 334 | 51 | 13% |
| Commercial | 306 | 227 | 79 | 26% |
| Industrial | 241 | 97 | 144 | 60% |
| Total | 1,895 | 1,561 | 334 | 18% |

Many improvements to the system may be required as a result of the inability of the system to provide the required fire flows. It is outside of the scope of work for this project to evaluate each individual fire flow deficiency. However, it is recommended that the City complete further detailed analysis of each location where fire flow cannot be provided to determine what improvements may be required to improve the fire flow capabilities of the system.

As an alternative to completing significant pipeline improvements, the evaluation of other strategies may also be considered. This could include implementing a plan for the fire department to maintain additional fire hose that could be used to access other hydrants in the vicinity of deficient areas to increase the available fire flow.

8.1.4. Storage Deficiencies

An evaluation of the storage requirements for the Roswell Zone indicates that there is excess storage capacity available for both the existing and future system demands. Approximately 5 MG is available for the current system but there is only a minimal amount (0.3 MG) of excess storage available for future demand conditions. As the system demands increase in the future, the City will need to construct additional storage to maintain the reliability of the system. The schedule for the construction of additional storage within the Roswell Zone will be dependent upon the future expansion of the system.

An evaluation of the storage requirements for both the current and future RIAC pressure zone indicate that the RIAC elevated storage tank does not have sufficient storage for meeting the existing and future system demands. The results of the evaluation indicate that the RIAC zone is deficient 1.24 MG and 1.26 MG for current and future scenarios, respectively. In addition to the storage deficiencies, the RIAC elevated storage tank was initially constructed with the original Walker Air Force Base in the 1940's during World War II. As such, the tank is likely nearing the end of its useful service life.

To improve the available storage capacity and renew an aging facility, the replacement of the elevated storage tank in the RIAC zone is recommended. Based on the existing future storage required, it is recommended that the City replace the existing tank with a new tank that has a minimum capacity of 2 MG.



SWIM

Your application has been submitted.

Name :Louis Najar, P.E.

Title :Director of Planning & Engineering

Mailing Address :P.O. Box 1838

Email :l.najar@roswell-nm.gov

Phone :(575) 637-6281

County :CHAVES

Entity Name :City of Roswell

Entity Type :Municipality

Project Name :RIAC Water Reservoir Replacement Project

Project Type :Water

Project Summary :The City of Roswell's International Air Center (RIAC) is currently served by an elevated steel water tower tank built in 1943 (Pre-UFO Crash) with a capacity of 500,000 gallons. The City is proposing to replace the 1943 500,000 gallon water tower with two 1 million gallon welded steel water reservoir tanks. An engineering inspection and report of October 2016 reveals that the existing RIAC water tower is in need of replacement. The City of Roswell's 2012 "Water System Master Plan Report" recommended that the RIAC water needs and fire protection needs require a 2 million gallon reservoir storage capacity. The City is proposing the construction of two 1 million gallon welded steel water reservoir tanks. The construction of two tanks allows protection due to failure of one reservoir, and enhances the overall efficiency and service to RIAC. The City of Roswell is requesting \$4 million dollars for construction funding of the two 1 million gallon water reservoir tanks.

Amount of Funding Requested:4000000

[Enter another application](#)

page last updated: 01/12/2017

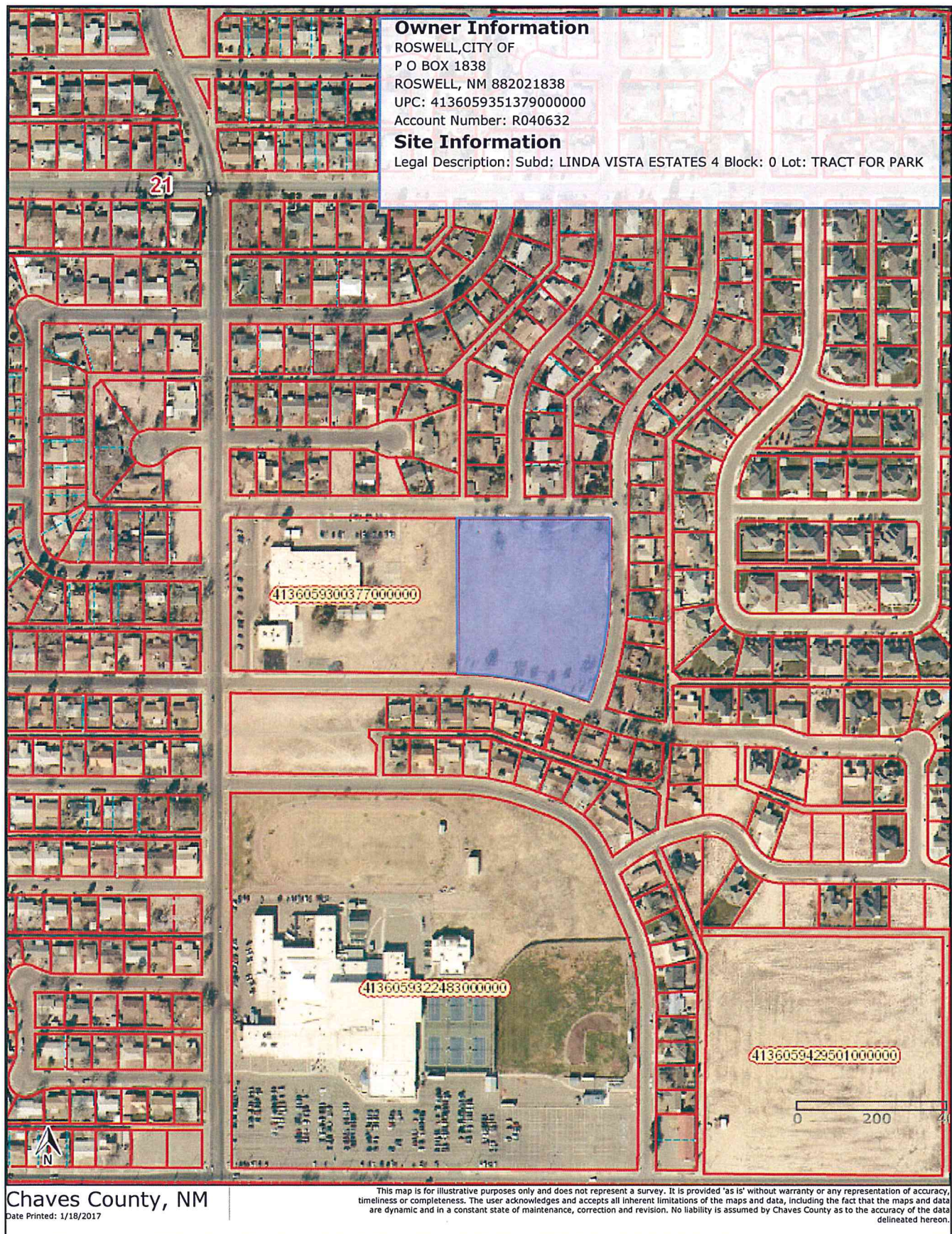
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CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2016 at 4:00 p.m.

| | |
|---------------------------------------|--|
| ACTION REQUESTED: | Discussion McGaffey Ave – Mill and Fill Project |
| BACKGROUND: | <p>The City of Roswell has over 330 miles of streets. As one drives around town the need for pavement repair is quite apparent. One section of pavement in dire need of maintenance is W. McGaffey Ave. from Union Ave. to Richardson Ave. Not only does it have local traffic but is part of the designated truck route. This section is approximately 3360 feet long.</p> <p>The Streets Department has a very limited budget, and has experienced drastic budget cuts the past 2 years. This is a recommendation to take the last monies of FY 2017 budget for road repair and slurry seals; and cold mill 3” off McGaffey and fill with 3” of new pavement. There would be no spring slurry seal program this year. Estimated cost is \$500K. Engineering is going to bid this work out with a start date in May. This will provide some buffer of time to assure no other severe roadway repair needs are needed prior to end of fiscal year.</p> |
| FINANCIAL CONSIDERATION: | Project would be funded by concentrating all overlay and road repair monies from FY 2017 Road fund into this 1 section of roadway. |
| LEGAL REVIEW: | None at this time. |
| BOARD OR COMMITTEE ACTION: | Update and discussion for Infrastructure Committee. |
| STAFF RECOMMENDATION: | Continue with project with due diligence. |

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2016 at 4:00 p.m.

| | |
|---------------------------------------|--|
| ACTION REQUESTED: | Discussion Del Norte Park to RISD. |
| BACKGROUND: | <p>Roswell Independent School District (RISD) has requested Del Norte Park be transacted over to RISD to allow construction of a new Del Norte School.</p> <p>The site is approximately 4 acres. City staff recommends transaction over to RISD, if RISD allows public use of the playground, a backstop, playground equipment etc. when school is not in session.</p> <p>The benefit to the City would be less maintenance of a park, as RISD would be maintaining school grounds.</p> <p>RISD would prepare agreement for review by City, and absorb all legal and transfer costs.</p> |
| FINANCIAL CONSIDERATION: | None at this time |
| LEGAL REVIEW: | None at this time. |
| BOARD OR COMMITTEE ACTION: | Update and discussion for Infrastructure Committee. |
| STAFF RECOMMENDATION: | Continue with park transfer development for review by City Council, Attorney and Staff. |





CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, January 23, 2016 at 4:00 p.m.

| | |
|-----------------------------------|---|
| ACTION REQUESTED: | Consider award of ITB-17-007(Re-bid) – 300 Gallon Trash Receptacles to Rotational Molding Inc. of Gardena, CA. at \$219.10/unit. |
| BACKGROUND: | <p>This original bid opened on October 25, 2016 for ITB-17-007 – 300 Gallon Trash Receptacles. Due to protest, this item was re-bid and opened on January 10, 2017.</p> <p>Two bid were received: Rotational Molding in the amount of \$219.10/unit and Snyder Industry in the amount of \$245.88/Unit. It is recommended that the Rotational Molding be awarded the bid. These units meet City needs including a 3 year guarantee.</p> <p>It should be noted the original October 2016 bid recommendation was to Rotational Molding at \$218.30/unit</p> |
| FINANCIAL CONSIDERATION: | This is budgeted from Solid Waste – Collection, FY 2017 operating budget. |
| LEGAL REVIEW: | Not required. |
| BOARD OR COMMITTEE ACTION: | Request Infrastructure Committee to consider award to Rotational Molding Inc. and recommend sending award to February 9, 2017 City Council Meeting. |
| STAFF RECOMMENDATION: | Request Infrastructure to award ITB-17-007 (Re-bid) to Rotational Molding Inc. at \$219.10/unit. |

Copy #1

CITY OF ROSWELL, NEW MEXICO

Purchasing Department
425 North Richardson
Roswell, NM 88201

BID SHEET

BID #: ITB-17-007 (Re-bid)

300 GALLON TRASH RECEPTACLES

NIGP:

COMMODITY CODE:: 45065 Refuse Carts, Chutes, Containers and Holders (Commercial)

DEPARTMENT: SANITATION

DATE OF BID OPENING: TUESDAY, JANUARY 10, 2017

TIME OF BID OPENING: 2:00 P.M.

TO: Air Freight Address: Purchasing Agent
City of Roswell
425 North Richardson
Roswell, NM 88201

The undersigned, doing business in the City of Roswell, submits herewith, in conformity with the instructions, conditions and specifications for the above listed Bid:

Submit 1 original of Bid plus 3 copies to be given to the evaluation committee.

ACKNOWLEDGEMENT OF:

☐ ADDENDUM "ONE"

☐ ADDENDUM "TWO"

Bid must remain valid 90 days after Bid opening unless otherwise stated herein.

ITEM 1: 300 Gallon Plastic Trash Receptacle, W/O Lid

QUANTITY PER YEAR: 800 each

BID UNIT PRICE: \$139.30 ea
Including shipping

ITEM 2: Plastic Split Lid, w/required hardware for Item 1

QUANTITY PER YEAR: 400 each

BID UNIT PRICE: \$79.80 ea
Including shipping

TOTAL (Item 1 + Item 2) UNIT PRICE: \$219.10 ea

Dated: 1-6-17 Name of Bidder: Rotational Molding Inc

Telephone No.: 210-327-5401 Mailing Address: 17022 S Figueroa ST

Fax No.: 210-323-9567 Gardena, CA. 90248

By: Mario Roma Name Typed or Printed: Mario Roma
(signature) Email Address: mario.roma@rotationalmoldinginc.com

ITB-17-007 (Re-bid) 300 GALLON TRASH RECEPTACLES

Note: Rotational Molding Inc is a California based business and will not be charging state gross receipts tax to the City of Roswell.

**CITY OF ROSWELL
BID# ITB-17-007**

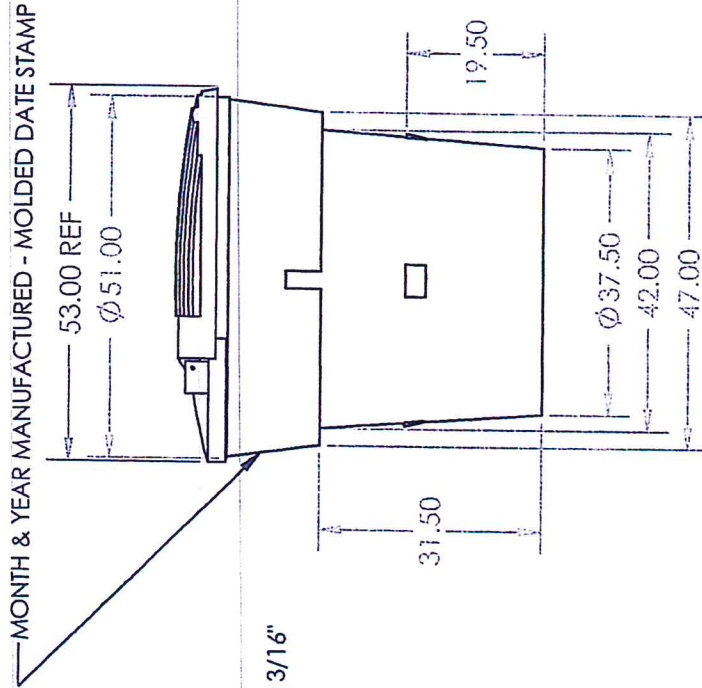
KEEP LID CLOSED

NOT ALLOWED IN CONTAINER
OVERFILLING
HOT ASHES
CONSTRUCTION MATERIALS OR DIRT
PAINTS, CHEMICALS OR OIL
AUTO PARTS
DEAD ANIMALS

NO PERMITIDO DENTRO DEL BOTE
NO SOBRE LLENAR
CENIZAS CALIENTES
MATERIALES DE CONSTRUCCION O TIERRA
PINTURAS, QUIMICOS O PETROLEO
PARTES DE AUTO
ANIMALES MUERTOS

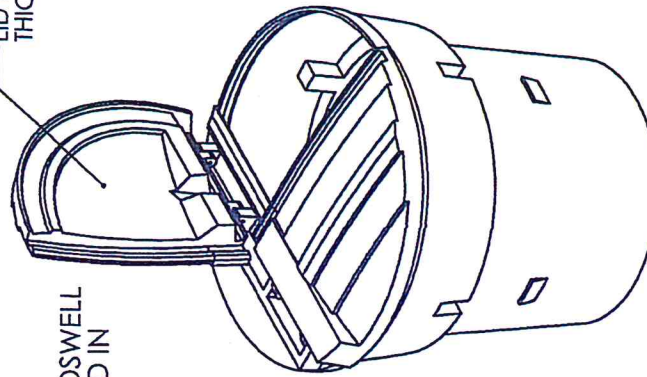
DO NOT MOVE, DRAG, OR MISHANDLE

TOTAL WEIGHT: 90 LBS



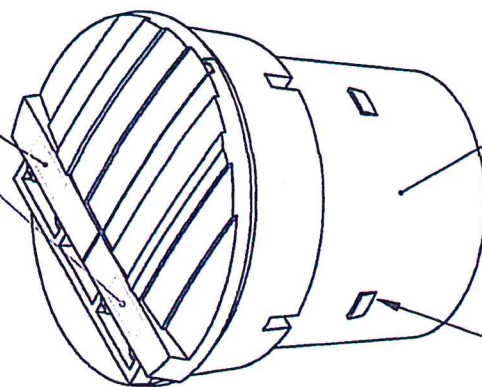
LID WALL
THICKNESS: 3/16"

CITY OF ROSWELL
MOLDED IN



CONTAINER WALL
THICKNESS: 1/4"

THREE OR FOUR
MOLDED-IN ANTI-SLIP TABS



| | | | |
|---|----------|--------------|-----------|
| Rotational Molding Inc. TITLE: 300 GALLON REFUSE CONTAINER SPLIT LID CITY OF ROSWELL TAN COLOR | | NAME | DATE |
| | | A. Ruiz | 8/27/2012 |
| DRAWN | CHECKED | ENG APPR. | MFG APPR. |
| Q.A. | | COMMENTS: | |
| SIZE | DWG. NO. | REV | |
| A | | | |
| SCALE: 1:24 WEIGHT: | | SHEET 1 OF 1 | |

PROPRIETARY AND CONFIDENTIAL
THE INFORMATION CONTAINED IN THIS
DRAWING IS THE SOLE PROPERTY OF
ROTATIONAL MOLDING INC.. ANY
REPRODUCTION IN PART OR AS A WHOLE
WITHOUT THE WRITTEN PERMISSION OF
ROTATIONAL MOLDING INC. IS
PROHIBITED.

CITY OF ROSWELL, NEW MEXICO

Purchasing Department
425 North Richardson
Roswell, NM 88201

BID SHEET

BID #: ITB-17-007 (Re-bid)

300 GALLON TRASH RECEPTACLES

NIGP:
COMMODITY CODE:: 45065 Refuse Carts, Chutes, Containers and Holders (Commercial)

DEPARTMENT: SANITATION

DATE OF BID OPENING: TUESDAY, JANUARY 10, 2017

TIME OF BID OPENING: 2:00 P.M.

TO: Air Freight Address: Purchasing Agent
City of Roswell
425 North Richardson
Roswell, NM 88201

The undersigned, doing business in the City of Roswell, submits herewith, in conformity with the instructions, conditions and specifications for the above listed Bid:

Submit 1 original of Bid plus 3 copies to be given to the evaluation committee.

ACKNOWLEDGEMENT OF:

☒ ADDENDUM "ONE"

☒ ADDENDUM "TWO"

Bid must remain valid 90 days after Bid opening unless otherwise stated herein.

ITEM 1: 300 Gallon Plastic Trash Receptacle, W/O Lid

QUANTITY PER YEAR: 800 each

BID UNIT PRICE: \$ 152.13

Including shipping

SOLD/SHIPPED IN T/L Quantities
260 CANS PER TRUCK LOAD

ITEM 2: Plastic Split Lid, w/required hardware for Item 1

QUANTITY PER YEAR: 400 each

BID UNIT PRICE: \$ 93.75

Including shipping

400 LIDS PER TRUCK LOAD

TOTAL (Item 1 + Item 2) UNIT PRICE: \$ 245.88

200 Containers per TRUCK LOAD

Dated: 1-9-2017

Name of Bidder: SNYDER INDUSTRIES

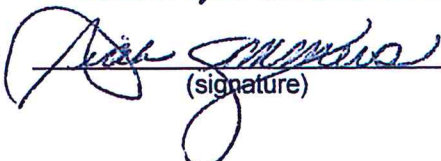
Telephone No.: (317) 450-0920

Mailing Address: 6940 "O" Street, Suite 100

Fax No.: (402) 485-1220

Lincoln, NE 68510

By:


(signature)

Name Typed or Printed: DIAN SOMMER

Email Address: DSOMMER@SNYDERNET.COM

ITB-17-007 (Re-bid) 300 GALLON TRASH RECEPTACLES

10